

**MINUTES OF MEETING
OF THE
KENTUCKY RETIREMENT SYSTEMS
HUMAN RESOURCES COMMITTEE
SEPTEMBER 10, 2015 AT 8:00 A.M. E. T.
1270 LOUISVILLE ROAD, FRANKFORT, KENTUCKY 40601**

At the quarterly meeting of the Human Resources Committee held on September 10, 2015, the following members were present: Keith Percy, David Rich, William Summers, and Randy Stevens; Thomas Elliott was in attendance. Staff members present were: William Thielen, Karen Roggenkamp, David Peden, Rebecca Stephens, Brian Thomas, Marlane Robinson, and Leigh Taylor. Larry Totten was also in attendance.

Mr. Thielen called the meeting to order and Mr. Percy was elected acting Chairman. Mr. Percy introduced the agenda item *Approval of Minutes*. Mr. Rich moved and was seconded by Mr. Summers to approve the minutes of the September 11, 2014 meeting. The motion passed.

Mr. Percy introduced the agenda item *Consideration of Continuing the Health Reimbursement Account (HRA) for KRS Employees for the 2016 Year*. Ms. Robinson provided background on the Discovery Benefits administrated HRA for KRS employees. Mr. Rich moved and was seconded by Mr. Summers to recommend continuance of the HRA for 2016 with a monthly contribution of \$36.47 per eligible KRS employee and a monthly waiver contribution to match that which is provided by the Commonwealth of Kentucky's Personnel Cabinet. The motion passed.

Mr. Percy introduced the agenda item *Review of PPR Results for the Period Ending June 30, 2015 and Consideration of Salary and Incentive Increases for KRS Staff*. Mr. Thielen and Ms. Robinson explained the performance review and scoring process at KRS and reviewed the proposed options and their economic impacts for the Committee. Following discussion, Mr. Summers moved and was seconded by Mr. Stevens to provide a 1% salary adjustment as provided for other state employees during the 2014 Legislative Session of the Kentucky General Assembly and for those employees who have KRS performance review ratings of 3.80 and higher, provide an additional 1% increase. The motion passed by majority.

Mr. Randy Stevens and Mr. Thomas Elliott entered the meeting during the above discussion.

Mr. Percy introduced the agenda item *Legal Department Proposed Restructure and Salary Increases*. Mr. Thielen and Mr. Thomas noted the increased caseload and difficulty of staff retention in the Legal Department. Mr. Summers moved and was seconded by Mr. Rich to approve the following: Creation of two new classification specifications - Effective Sept 1, 2015; Paralegal II: Grade O, min of \$3,269.00/month – mid of \$4,086.00/month and Legal Administrative Assistant: Grade L, min of \$2,457.00/month – mid of \$3,071.00/month and reclassification of the following current positions: Paralegal I from grade (M) to grade (N); Administrative Appeals Coordinator from grade (O) to grade (P); Staff Attorney I from grade (P) to grade (Q); and Staff Attorney II from grade (R) to grade (S). The motion passed.


Mr. Thielen noted the inclusion of the *Review of KRS Leadership Team Salaries, Discussion of FICA changes for 2017, and Discussion of Recent KRS Turnover Statistics* for informational purposes only.

There being no further business, the Committee adjourned at 8:56 a.m. Copies of all documents presented are incorporated as a part of the Minutes of the Human Resources Committee meeting of September 10, 2015.

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CERTIFICATION

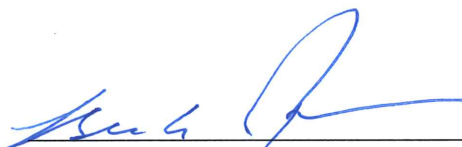
I do certify that I was present at this meeting, and I have recorded above the action of the Committee on the various items considered by it at this meeting. Further, I certify that all requirements of KRS 61.805-61.850 were met in connection with this meeting.


Recording Secretary

I, as Chair of the Human Resources Committee of the Board of Trustees of the Kentucky Retirement Systems, do certify that the Minutes of the meeting held on September 10 2015 were approved by the Human Resources Committee on December 3, 2015.


Chair

I, Brian C. Thomas, have reviewed the Minutes of the September 10, 2015 Human Resources Committee meeting for form, content, and legality.


General Counsel